

# Standards and Criteria

## for Performance-Based Teacher Evaluation

**Standard 1:** The teacher causes students to actively participate and be successful in the learning process.

- Criterion 1:** The teacher causes students to acquire the knowledge and skills to gather, analyze and apply information and ideas.
- Criterion 2:** The teacher causes students to acquire the knowledge and skills to communicate effectively within and beyond the classroom.
- Criterion 3:** The teacher causes students to acquire the knowledge and skills to recognize and solve problems.
- Criterion 4:** The teacher causes the students to acquire the knowledge and skills to make decisions and act as responsible members of society.

**Standard 2:** The teacher uses various forms of assessment to monitor and manage student learning.

- Criterion 5:** The teacher uses various ongoing assessment to monitor the effectiveness of instruction.
- Criterion 6:** The teacher provides continuous feedback to students and family.
- Criterion 7:** The teacher assists students in the development of self-assessment skills.
- Criterion 8:** The teacher aligns the assessments with the goals, objectives, and instructional strategies of the district curriculum guides.
- Criterion 9:** The teacher uses assessment techniques that are appropriate to the varied characteristics and developmental needs of students.

**Standard 3:** The teacher is prepared and knowledgeable of the content and effectively maintains students' on-task behavior.

- Criterion 10:** The teacher demonstrates appropriate preparation for instruction.
- Criterion 11:** The teacher chooses and implements appropriate methodology and varied instructional strategies that address the diversity of learners.
- Criterion 12:** The teacher creates a positive learning environment.
- Criterion 13:** The teacher effectively manages student behaviors.

**Standard 4:**      **The teacher communicates and interacts in a professional manner with the school community.**

**Criterion 14:**    The teacher communicates appropriately with students, parents, community, and staff.

**Criterion 15:**    The teacher engages in appropriate interpersonal relationships with students, parents, community, and staff.

**Standard 5:**      **The teacher keeps current on instructional knowledge and seeks and explores changes in teaching behaviors that will improve student performance.**

**Criterion 16:**    The teacher engages in professional development activities consistent with the goals and objectives of the building, district, and state.

**Criterion 17:**    The teacher engages in professional growth.

**Standard 6:**      **The teacher acts as a responsible professional in addressing the overall mission of the school district.**

**Criterion 18:**    The teacher adheres to all the policies, procedures and regulations of the building and district.

**Criterion 19:**    The teacher assists in maintaining a safe and orderly environment.

**Criterion 20:**    The teacher collaborates in the development and/or implementation of the district's vision, mission, and goals.

# Teacher Evaluation Criteria with Descriptors

Note: The descriptors provided are simply examples of student and teacher behaviors that may be used to document criteria. The descriptors provided are not intended to be an all inclusive list. The observation and/or documentation of each criterion will vary based on the context.

\* Items represent descriptors that may be more pertinent to special services teachers.

## **Standard 1: The teacher causes the students to actively participate and be successful in the learning process.**

**Criterion 1:** The teacher causes students to acquire the knowledge and skills to gather, analyze, and apply information and ideas.

The students will:

1. Develop questions and ideas to initiate and refine research.
2. Conduct research to answer questions and evaluate information and ideas.
3. Use technological tools and other resources to locate, select, and organize information.
4. Comprehend and evaluate written, visual, and oral presentations and works.
5. Discover and evaluate patterns and relationships in information, ideas, and structures.
6. Organize data, information, and ideas into useful forms (including charts, graphs, and outlines) for analysis and presentation.
7. Identify, analyze and compare the institutions, traditions, and art forms of the past and present societies.
8. Apply acquired information, ideas, and skills to different contexts as students, workers, citizens and consumers.

**Criterion 2:** The teacher causes students to acquire the knowledge and skills to communicate effectively within and beyond the classroom.

The students will:

1. Plan and make written, oral, and visual presentations for a variety of purposes and audiences.
2. Review and revise communications to improve accuracy and clarity of information.
3. Exchange information, questions, and ideas while recognizing the perspectives of others.
4. Present perceptions and ideas regarding works of the arts, humanities, and sciences.
5. Perform or produce works in the fine and practical arts.
6. Apply communication techniques to the job search and the workplace.
7. Use technological tools to exchange information and ideas.

**Criterion 3:** The teacher causes students to acquire the knowledge and skills to recognize and solve problems.

The students will:

1. Identify problems and define their scope and elements.

2. Develop and apply strategies based on ways others have prevented or solved problems.
3. Develop and apply strategies based on one's own experience in preventing and solving problems.
4. Evaluate the processes used in recognizing and solving problems.
5. Reason inductively from a set of specific facts and deductively from general premises.
6. Evaluate the extent to which a strategy addresses the problem.
7. Assess costs, benefits, and other consequences of proposed solutions.

**Criterion 4:** The teacher causes students to acquire the knowledge and skills to make decisions and act as responsible members of society.

The students will:

1. Explain reasoning and identify information used to support decisions.
2. Understand and apply the rights and responsibilities of citizenship in Missouri and the United States.
3. Analyze the duties and responsibilities of individuals in society.
4. Recognize and practice honesty and integrity in academic work and in the workplace.
5. Develop, monitor, and revise plans of action to meet deadlines and accomplish goals.
6. Identify tasks that require a coordinated effort and work with others to complete those tasks.
7. Identify and apply practices that preserve and enhance the safety and health of self and others.
8. Explore, prepare for, and seek educational and job opportunities.

**Standard 2:** The teacher uses various forms of assessment to monitor and manage student learning.

**Criterion 5:** The teacher uses various ongoing assessment to monitor the effectiveness of instruction.

The teacher:

1. Applies a variety of formal and informal assessment techniques (e.g., observations, portfolios of student work, teacher-made tests, performance tasks, projects, student self-assessments, authentic assessments, and standardized tests) to enhance and monitor his or her knowledge of learning, to evaluate student progress and performances and to modify instructional approaches and learning strategies.
2. Collects information through observation of classroom interaction, and questions and analyzes student work.
3. Designs and uses assessments that support the transfer of learning to real life.
4. Makes appropriate modifications in assessments in accordance with students' IEPs.\*
5. Employs district adopted assessment techniques.\*
6. Other...

**Criterion 6:** The teacher provides continuous feedback to students and family.

The teacher :

1. Maintains useful records of student work and performance and shares the information with the student.
2. Provides feedback to students regarding the quality of performance.
3. Contacts parents promptly regarding concerns related to the student's academic or behavioral performance.
4. Makes regular contacts with parents regarding students' IEP progress.\*
5. Provides parents with information regarding program background and purpose.\*
6. Other...

**Criterion 7:** The teacher assists students in the development of self-assessment skills.

The teacher:

1. Uses assessment strategies to involve learners in self-assessment activities, assist them in becoming aware of their learning behaviors, strengths, needs and progress, and encourages them to set personal goals for learning.
2. Develops scoring guides for students to use in assessing the quality of their work.
3. Other...

**Criterion 8:** The teacher aligns the assessments with the goals, objectives, and instructional strategies of the district curriculum guides or IEPs.

The teacher:

1. Uses assessments which correlate to the method of instruction and the district curriculum guide/IEPs.
2. Assigns meaningful activities or homework that are timed to assist the student in understanding.
3. Assigns homework that supports the students' understanding of content.
4. Uses assessments which correlate to the methods of instruction.
5. Other...

**Criterion 9:** The teacher uses assessment techniques that are appropriate to the varied characteristics and developmental needs of students.

The teacher:

1. Uses assessment data to adjust instructional strategies appropriately for desired learner outcomes.
2. Uses assessment techniques that allow for a variety of multiple intelligences to be used by students.
3. Uses student portfolios to assess students' work in a developmental manner.
4. Uses a variety of communication tools to report student progress.
5. Provides scoring guides, as appropriate, to students prior to assessing work.
6. Makes modifications of assessment procedures, as appropriate.
7. Other...

**Standard 3: The teacher is prepared and knowledgeable of the content and effectively maintains students' on-task behavior.**

**Criterion 10:** The teacher demonstrates appropriate preparation for instruction.

The teacher:

1. Prepares lessons which reflect a strong understanding of the content.
2. Implements lessons which link students' prior knowledge with new ideas and/or provides effective anticipatory set.
3. Designs lessons in clear and logical formats.
4. Selects and creates learning experiences that are appropriate for curriculum goals/IEPs, relevant to learner and based upon principles of effective instruction.
5. Evaluates plans relative to long and short-term goals and adjusts them to meet students' individual needs/IEP and to enhance learning.
6. Provides effective anticipatory set to prepare the students for the learning experience.
7. Clearly states the expected learning objectives to the students.
8. Utilizes district and/or community resources to implement instruction.
9. Provides resource teachers with advance knowledge of lessons, tests, dates of project deadlines, and scoring guides.
10. Conferences with classroom teacher prior to lessons to make appropriate modifications for special service students.\*
11. Prepares lessons which are aligned with IEP objectives.\*
12. Other...

**Criterion 11:** The teacher chooses and implements appropriate methodology and varied instructional strategies that address the diversity of the learner.

The teacher:

1. Identifies students' prior experiences, learning styles, strengths and needs when designing and implementing a lesson plan.
2. Demonstrates the ability to access specialized services to meet students' needs.
3. Selects alternative teaching strategies, materials, and technology to achieve multiple instructional purposes and then meets student needs. (e.g. lecturing, modeling, questioning, experimental learning, role playing, Socratic seminar, and project based learning).
4. Provides opportunity for guided and independent practice.
5. Provides effective closure of the lesson.
6. Creates lessons and activities that recognize individual needs of diverse learners and variation in learning styles and performance.
7. Implements IEP goals for identified students.\*
8. Modifies students' participation in learning activities based on ability and need.\*
9. Identifies students with possible special needs and refers them to appropriate resource.
10. Other...

**Criterion 12:** The teacher creates a positive learning environment.

The teacher:

1. Creates a positive learning environment where students feel comfortable and willing to engage in learning.
2. Arranges and maintains a safe and functional classroom or workspace.
3. Interacts with students in a professional and courteous manner.
4. Connects learning to students' prior experiences with family, culture and community.
5. Creates an environment which promotes mutual respect.
6. Provides for well-structured learning activities that encourage students to pay attention and participate.
7. Manages time, space, transitions, and activities effectively.
8. Contributes to maintaining the positive classroom environment (class within a class environment).\*
9. Other...

**Criterion 13:** The teacher effectively manages student behaviors to promote learning.

The teacher:

1. Encourages student responsibility in the classroom.
2. Avoids using emotionally charged language in dealing with behavioral disruptions.
3. Makes effective use of preventive strategies (proximity, eye contact, non-verbal cues, position and movement).
4. Manages discipline infractions in accordance with school policy.
5. Applies classroom discipline appropriately.
6. Intervenes during inappropriate behavior.
7. Recognizes and reinforces appropriate student behavior.
8. Communicates expectations and parameters for student classroom behavior.
9. Reinforces the classroom teacher's rules (class within a class environment).\*
10. Other...

**Standard 4:** The teacher communicates and interacts in a professional manner with the school community.

**Criterion 14:** The teacher communicates appropriately with students, parents, community, and staff.

The teacher:

1. Models effective verbal/non-verbal communication skills.
2. Demonstrates sensitivity to cultural, gender, intellectual, and physical ability differences in classroom communication and in response to students' communications.
3. Uses a variety of media communication tools (e.g. video, multimedia, laserdisk, internet).

4. Writes documents in a professional manner.
5. Provides clear and concise oral and written directions.
6. Uses effective active listening skills (e.g. affirmation of understanding, eye contact, attentiveness, restating, and paraphrasing).
7. Reviews IEP's with all stakeholders to convey all special needs of each student with an IEP.\*
8. Talks, listens and is responsive to students.
9. Seeks appropriate assistance as needed to support students with intellectual, emotional, or physical problems.
10. Provides information regarding individual students; IEP to classroom teacher as appropriate.\*
11. Other...

**Criterion 15:** The teacher engages in appropriate interpersonal relationships with students, parents, community, and staff.

The teacher:

1. Offers appropriate encouragement to all students.
2. Expresses views and ideas to others in a professional manner.
3. Handles confidential information and difficult situations ethically and with discretion.
4. Seeks opportunities to develop cooperative partnerships with the parents/guardians of students in support of student learning and well being.
5. Conveys expectations to parents/guardians of shared responsibilities in the learning process.
6. Identifies and uses the appropriate school personnel and community resources to help students reach their full potential.
7. Supports parent/staff activities.
8. Is responsive to parents desiring a conference during regular school hours.
9. Provides pertinent information during parent/teacher conferences.
10. Collaborates with special education teachers regarding students with IEPs.
11. Collaborates with classroom teacher regarding the IEP needs of special services students.\*
12. Other...

**Standard 5:** The teacher keeps current on instructional knowledge and seeks and explores changes in teaching behaviors that will improve student performance.

**Criterion 16:** The teacher engages in professional development activities consistent with the goals and objectives of the building, district and state.

The teacher:

1. Uses varied building, district, state, or national resources available for professional development.



2. Participates in school and district inservice activities as appropriate.
3. Maintains appropriate knowledge of current state and federal laws regarding special services students.\*
4. Participates in activities that encourage collective inquiry regarding teaching and learning.
5. Other...

**Criterion 17:** The teacher engages in professional growth.

The teacher:

1. Applies a variety of self-assessment and problem-solving strategies for reflecting on practice, on his/her influence on students' growth and learning, and on the complex interactions between them.
2. Increases knowledge base related to professional responsibilities.
3. Increases knowledge of learning theory.
4. Applies new understanding of learning theory to the classroom.
5. Works cooperatively to develop and implement a professional development/growth plan.
6. Disseminates information obtained from professional development opportunities with faculty/staff as appropriate.
7. Documents continuing education units required for state certification.
8. Other...

**Standard 6:** The teacher acts as a responsible professional in addressing the overall mission of the school district.

**Criterion 18:** The teacher adheres to all the policies, procedures and regulations of the building and district.

The teacher:

1. Stays informed regarding policies and regulations applicable to his/her position.
2. Follows the identified channels for resolving concerns/problems.
3. Complies with school policy on attendance and punctuality.
4. Completes duties promptly and accurately when given adequate notice.
5. Complies with school policy and guidelines on copyright.
6. Complies with school policy and guidelines regarding student confidentiality.
7. Maintains IEP records according to district policy.\*
8. Other...

**Criterion 19:** The teacher assists in maintaining a safe and orderly environment within the school setting.

The teacher:

1. Performs school supervisory tasks.

2. Exercises responsibility for student management on school property and at school activities during school days.
3. Regularly communicates safety issues for individual students to classroom teachers and administrators.\*

**Criterion 20:** The teacher collaborates in the development and/or implementation of the district's vision, mission, and goals.

The teacher:

1. Participates in professional activities designed to make the entire school a productive learning environment.
2. Participates, as appropriate, in Missouri School Improvement Plan, Comprehensive School Improvement Plan, School Improvement Plan and committee work.
3. Participates in all phases of the evaluation process to effect ongoing professional growth.
4. Other...